

[YOUR LOGO HERE]

For Internal Use Only.

| Room                     | /5 | Notes |
|--------------------------|----|-------|
| Lounge                   |    |       |
| Dining room              |    |       |
| Kitchen                  |    |       |
| Utility                  |    |       |
| Bathroom(s)              |    |       |
| Bedrooms                 |    |       |
| Halls, stairs & landings |    |       |
| Other areas              |    |       |
| Uniform                  |    |       |
| Cleaning box/cloths      |    |       |

CLEANER:

Client:

Date

TOTAL:     /50.

Spot check completed by:

## **How to use the Maid In Business commercial quoting template**

- Please add your own logo and edit the template as required to suit your cleaning business.
- Use the 1- 5 rating system to detail quality of the clean, for example, with 1 being sub-standard and needs to be redone to 5 = excellent clean to business standard or above
- Make a judging system that suits you and your cleaning business - these spot check forms should be used to monitor the standards of cleaning from your team, and also identify any training or potential disciplinary needs
- Keep a copy in the cleaners file or scan the document to keep an online copy - keeping a copy will allow you to see if your cleaners standards improve or dip, or can even help identify problems with a client, if for example your cleaner is always of a good standard but at Mr Bloggs there are always complaints - The complaints might mean the quote was incorrect and the cleaner has too many tasks for the time, it could mean the house is more cluttered and untidy than it was on quote making your cleaners job harder etc.
- Template can also be altered to suit the needs of any commercial cleaning clients you may have

If you need any further help with this template, please email [hello@maidinbusiness.com](mailto:hello@maidinbusiness.com)

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Be [coached by Kelly on a 1 to 1 basis](#) to boost your profitability productivity and regain a work/life balance - use my knowledge to get ahead of your competitors in a fraction of the time!

Just starting out or have no budget yet? [Join Kelly in a private Facebook Group](#) and learn how to make your business profitable and productive! Learn to set and achieve business goals, streamline your business processes, improve your mindset and become a knowledgeable and confident business owner. Includes discounts on all other programs and templates for members.

[Find Maid In Business on Facebook](#) - For Blogs, training and tips for the savvy CLEANING BUSINESS OWNER.

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[Find Maid In Business On YouTube](#) - New video content every Wednesday to learn the business skills needed to be a savvy, educated and successful cleaning business owner.

Want to know more about Kelly's professional background? Want to know if she can walk her talk? Connect on [LinkedIn](#).

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